



## 2024 Statement of Economic Interests (SEI) – Form 700 Filing Officer Informational Fact Sheet Courts

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### FPPC Contacts

Theresa Poon

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We look forward to working with you to make the upcoming filing season great! The 2023/2024 Form 700 and Reference Pamphlet are now available on our website [www.fppc.ca.gov](http://www.fppc.ca.gov)

### 2023 Annual Form 700 Due March 1, 2024

(A late fine may be imposed if the statement is filed past March 1, 2024.)

We recommend that Judges (including pro tem judges) and Court Commissioners use the FPPC's e-filing system and submit your Form 700 electronically.

Forward original non-electronically filed 2023 annual statements for the following positions to the FPPC **within five days of the due date.**

- Judges (including pro tem judges who served 30 days or more during 2023) (Four hours or more constitutes one day served.)
- Court Commissioners

**Pro Tems:** Temporary or part-time court commissioners and pro tem judges are required to file annual statements if they served 30 days or more during 2023.

**Retired Judges:** You are not required to notify retired judges of their filing obligations. The FPPC notifies them, and they file statements directly with the FPPC. Statements filed by retired judges will not be posted on our website.

Send statements filed on paper to:

Fair Political Practices Commission

Attn: Theresa Poon

1102 Q Street, Suite 3050

Sacramento, CA 95811

**Please do not forward statements for filers covered under your court's conflict-of-interest code.**

## Your Checklist

For statements that you forward to the FPPC:

- **Date stamp all paper-filed statements.**
- **Notify filers about the deadline.** (FPPC notifies 87200 filers that we have an email address for.)
- Keep copies of all statements filed on paper for four years (Section 81009).
- Make statements accessible to the public during your regular business hours. Requestors may remain anonymous (Section 81008).
- **Continue to keep filers' information current in the system. Continue to monitor when assuming and leaving office statements should be filed and forward these statements filed on paper to the FPPC within five days of the filing deadlines. Regulations 18115, 18115.1 and 18115.2**
- Notify FPPC about non-filers so we may follow up with them.

## Need Assistance?

Please send questions regarding electronic filing or if you need to file or receive a letter to [form700@fppc.ca.gov](mailto:form700@fppc.ca.gov).

Request advice via e-mail 24 hours a day at [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov).

Watch our website for upcoming filing officer seminars and webinars.